

1. Events of Major Interest That Have Occured During
the Preceding Week:

a. Allied completed a thermal scan survey of all electrical switch gear, motor control centers and distribution panels in the power plant, Printing and Photography Building and Headquarters Building. ~~Employing a subcontractor, Thermal Services, Inc., each component was scanned with an infrared sensing device coupled to a Polaroid camera. The objective of the survey was to expeditiously locate any "hot spots" which, in turn, identify components in need of maintenance attention. This technique permits preventive maintenance inspections of critical electrical equipment without taking any of it or the facilities supported out of service. Preliminary results of the survey indicate some loose connections or weak breakers in about 15 percent of the distribution panels and minor irregular conditions in about five percent of the equipment. A formal report of this survey will be provided within three weeks.~~ *The Thermal Scan technique was used. Conducted out of service critical electrical equipment. The survey*

c. The Fine Art Commission and the Headquarters Operations, Maintenance and Engineering Division, OL are supporting the Office of Medical Services/Fitness Staff request to hold an Agency-wide employee contest to design a decorative treatment for the walls of the Headquarters jogging track. Kits with drawings, samples of standard door colors, uniform blanks for entry submission plus judge selection and a proposed Headquarters notice are in development. The contest is expected to be conducted during the late spring.

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d. Office of Information Services (OIS) opened an Information Service Center at [] to service the entire building as a consolidated registry. This new service will permit the Mail & Courier Branch, Services, Headquarters Operations, Maintenance and Engineering Division, OL, to divide the [] courier run into two separate deliveries. The growth in activity [] has overextended courier schedules and a new, separate schedule will be initiated.

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e. The distribution of new carpool permits began on 6 March at Headquarters. A total of [] permits were distributed with a balance of [] permits to be picked up by the end of this week. Effective 17 March, the new blue carpool permits must be displayed. On 17 March, the parking office will begin accepting new applications for carpool permits.

2. Significant Events Anticipated During the Coming Week:

None

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Chief
Headquarters Operations, Maintenance
and Engineering Division, OL